



U N I V E R S I T Y O F  
**SOUTH CAROLINA**

Office of Program Evaluation  
South Carolina Educational Policy Center  
College of Education

To: Customer Representative of *Name of Company*  
From: Dr. Diane Monrad and Dr. Robert Johnson  
Subject: Literacy Assessment for the Reading First Program  
of South Carolina  
Date: June 12, 2003

The Student Assessment Task Force of the South Carolina Reading First Program plans to review literacy assessments for the use in its program evaluation. The selected instrument(s) will be administered to students in grades K-3 to examine gains in literacy skills and strategies. The committee will consider instruments that gauge student literacy gains in the areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension. Instrument selection will be based on the reliability and validity of the assessment, as well as the quality of the norm group. The Task Force also will consider the potential of the instrument for screening, diagnosis, and monitoring purposes. Other factors that will be considered include the cost of materials, administration time, and the training required for administration.

If your company would like to submit an assessment for possible adoption, please send the following:

- Assessment instrument, including all student materials for grades K-3
- Administration manual
- Technical manual
- Other available technical publications
- Costs for each component of the assessment (e.g. the instrument, answer forms, administration manual)

You also may elect to send a combination of assessments that measure these literacy areas.

These materials should be sent to:

Dr. Diane Monrad  
South Carolina Educational Policy Center, Suite 010

College of Education, USC  
820 Main Street  
Columbia, SC 29208

Instruments and accompanying materials must be received by July 7th to be considered for adoption. If you have any questions, call Dr. Diane Monrad at 803-777-8244.